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**From:** Powell, Duncan [Powell.Duncan@epa.gov]  
**Sent:** 6/19/2019 1:27:08 PM  
**To:** McGill, Thomas [McGill.Thomas@epa.gov]; Laycock, Kelly [Laycock.Kelly@epa.gov]; Ainslie, William [Ainslie.William@epa.gov]  
**Subject:** RE: 404 comments – draft guidelines and next steps

Thanks Tom

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**From:** McGill, Thomas  
**Sent:** Wednesday, June 19, 2019 9:26 AM  
**To:** Laycock, Kelly <Laycock.Kelly@epa.gov>; Powell, Duncan <Powell.Duncan@epa.gov>; Ainslie, William <Ainslie.William@epa.gov>  
**Subject:** RE: 404 comments – draft guidelines and next steps

Yes, please send to me and I'll give it a quick turn-around.

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**From:** Laycock, Kelly  
**Sent:** Wednesday, June 19, 2019 9:25 AM  
**To:** Powell, Duncan <Powell.Duncan@epa.gov>; Ainslie, William <Ainslie.William@epa.gov>  
**Cc:** McGill, Thomas <McGill.Thomas@epa.gov>  
**Subject:** RE: 404 comments – draft guidelines and next steps

Duncan,

I assume in Rosemary's absence, the email review would fall back to Tom.

Kelly Laycock  
Wetlands Regulatory Section  
U.S. Environmental Protection Agency  
61 Forsyth St.  
Atlanta GA, 30303  
phone 404 562 9132

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**From:** Powell, Duncan  
**Sent:** Wednesday, June 19, 2019 8:58 AM  
**To:** Ainslie, William <Ainslie.William@epa.gov>; Laycock, Kelly <Laycock.Kelly@epa.gov>  
**Subject:** FW: 404 comments – draft guidelines and next steps

Gentlemen,

Are wet to submit "DRAFT" emails to you as Acting Section Chiefs and await your approval prior to sending email comments to the Corps of Engineers?

Confused,  
Duncan  
X29258

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**From:** McGill, Thomas

**Sent:** Friday, June 14, 2019 10:34 AM

**To:** Ainslie, William <Ainslie.William@epa.gov>; Bowers, Todd <bowers.todd@epa.gov>; Calli, Rosemary <Calli.Rosemary@epa.gov>; Harper, Cecelia <Harper.Cecelia@epa.gov>; Laycock, Kelly <Laycock.Kelly@epa.gov>; Martin, Molly <Martin.Molly@epa.gov>; Monroe, Ashley <Monroe.Ashley@epa.gov>; Powell, Duncan <Powell.Duncan@epa.gov>; Somerville, Eric <Somerville.Eric@epa.gov>; Van Der Wiele, Cynthia <VanDerWiele.Cynthia@epa.gov>

**Subject:** RE: 404 comments – draft guidelines and next steps

I very much appreciate the feedback from those of you that provided it, and I also received feedback from Matt Hicks. Please see the attached revised draft guidelines which I plan to share with Jeaneanne today, along with examples of recent general comment letters and 404q letters that are referenced in the draft guidelines.

In the meantime please use these for preparing your comments regarding reviews of 404 projects. Per my email below, I am leaving it to Rosemary to decide when to specifically engage me on reviewing comments you prepare, and once I receive Jeaneanne's feedback I'll share any updates.

Thanks.

Tom

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**From:** McGill, Thomas

**Sent:** Thursday, May 16, 2019 4:25 PM

**To:** Ainslie, William <Ainslie.William@epa.gov>; Bowers, Todd <bowers.todd@epa.gov>; Calli, Rosemary <Calli.Rosemary@epa.gov>; Harper, Cecelia <Harper.Cecelia@epa.gov>; Laycock, Kelly <Laycock.Kelly@epa.gov>; Martin, Molly <Martin.Molly@epa.gov>; Monroe, Ashley <Monroe.Ashley@epa.gov>; Powell, Duncan <Powell.Duncan@epa.gov>; Somerville, Eric <Somerville.Eric@epa.gov>; Van Der Wiele, Cynthia <VanDerWiele.Cynthia@epa.gov>

**Subject:** 404 comments – draft guidelines and next steps

I very much appreciate everyone's cooperation during these past few weeks in sharing your draft comments with Rosemary and me. I recognize this added work to the process of issuing the comments and was not convenient for anyone. However, it was extremely helpful and beneficial to me so that I can communicate to my management that I understand in great detail and support the specific language you use to communicate our comments. It also reaffirmed that you are thoughtful and professional in your approach to issuing comments, it provided a good opportunity for me to see in detail the type of work you do and review on a daily basis, and in a couple of instances it provided an opportunity to get some specific feedback from Jeaneanne regarding senior management expectations.

Please review the attached draft branch guidelines for preparing and issuing comments on 404 projects. I drafted these with input from Rosemary with the recognition that issuing comments is a very important part of our work, and our 404 communication is a very important area of interest to EPA senior management. My hope is that these guidelines provide clarity on expectations, and based on what I've seen from you to date I do not anticipate the guidelines will substantively impact how you are preparing your comments. If anything in the attachment is unclear, if you have questions or if you wish to offer any suggested revisions please share those by COB Fri, May 24. After receiving your feedback I plan to share this with Jeaneanne.

Depending on your feedback as well as feedback I'll ultimately get from Jeaneanne, these guidelines may be revised. In the meantime please use these for preparing your comments regarding reviews of 404 projects. For the time being, I am leaving it to Rosemary to decide when to specifically engage me on reviewing comments you prepare, and once I receive Jeaneanne's feedback I'll share any updates. For your situational awareness, Jeaneanne is sharing a draft general comment letter with the RA's office that was drafted this week, in consideration of their high level of interest on 404.

Thanks everyone!

Tom